

PART II	DEPARTMENT OF HUMAN RESOURCES DEVELOPMENT	3.455
	STATE OF HAWAII	3.456
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		3.458

Minimum Qualification Specifications
for the Classes:

CORRECTIONS RECREATION SPECIALIST I, II, III, IV
(CORRECTIONS RECR SPCLT I, II, III, IV)

Basic Education/Experience Requirement

Graduation from an accredited four (4) year college or university with a bachelor's degree in recreation, physical education, recreational therapy, leisure education, psychology, corrections, sociology, human development or other recreational or behavioral science field. Course work must have included a minimum of 12 semester credit hours in courses such as community recreation, physical fitness, abnormal psychology, counseling, behavior management, criminal justice, human personality and behavior.

Excess work experience as described under the Specialized Experience, below, or any other responsible administrative, professional or analytical work experience that provided knowledge, skills and abilities comparable to those acquired in four (4) years of successful study while completing a college or university curriculum leading to a baccalaureate degree in the above majors with the coursework described above, may be substituted on a year-for-year basis. To be acceptable, the experience must have been of such scope, level and quality as to assure the possession of comparable knowledge, skills and abilities.

The education or experience background must also demonstrate the ability to write clear and comprehensive reports and other documents; read and interpret complex written material; and solve complex problems logically and systematically.

Experience Requirements

Applicants must have had progressively responsible experience of the kind and quality described in the paragraphs below and in the amounts indicated in the following table or any equivalent combination of training and experience:

Class Title	General Experience (Years)	Specialized Experience (Years)	Supervisory Aptitude (Years)	Total Experience (Years)
Corrections Recr Spclt I	0	0	0	0
Corrections Recr Spclt II	1/2	0	0	1/2
Corrections Recr Spclt III	1/2	1	0	1-1/2
Corrections Recr Spclt IV	1/2	2	*	2-1/2

General Experience: Progressively responsible professional work experience in an organized athletic/recreation program for groups of people, which included professional level experience in planning, organizing, coordinating and carrying out of such athletic/recreation programs.

Specialized Experience: Progressively responsible professional work experience in planning, organizing, coordinating and conducting recreation programs and/or activities, in a correctional facility, to stimulate and sustain the interest of the participants and contribute to their physical, creative, social and cultural development and overall well-being.

For the III and IV levels, at least one (1) year of the Specialized Experience must have been comparable to the next lower level in the State service.

*Supervisory Aptitude: Applicants for the IV level must possess supervisory aptitude. Supervisory aptitude is the demonstration of aptitude or potential for the performance of supervisory duties through successful completion of regular or special assignments which involve some supervisory responsibilities or aspects of supervision, e.g., by serving as a group or team leader; or in similar work in which opportunities for demonstrating supervisory capabilities exist; or by the completion of training courses in supervision accompanied by application of supervisory skills in work assignments; and/or by favorable appraisals by a supervisor indicating the possession of supervisory potential.

Substitutions Allowed

1. A master's degree in recreation, physical education, recreational therapy or leisure education may be substituted for one-half (1/2) year of General Experience.
2. Excess Specialized Experience may be substituted for General Experience on a month-for-month basis.

Quality of Experience

Possession of the required number of years of experience will not in itself be accepted as proof of qualification for a position. The applicant's overall experience must have been of such scope and level of responsibility as to conclusively demonstrate that he/she has the ability to perform the duties of the position for which he/she is being considered.

Selective Certification

Specialized knowledge, skills and abilities may be required to perform the duties of some positions. For such positions, Selective Certification Requirements may be established and certification may be restricted to eligibles who possess the pertinent experience and/or training required to perform the duties of the position.

Agencies requesting selective certification must show the connection between the kind of training and/or experience on which they wish to base selective certification and the duties of the position to be filled.

Tests

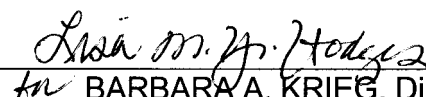
Applicants may be required to qualify on an appropriate examination.

Physical and Medical Requirements

Applicants must be able to perform the essential functions of the position effectively and safely, with or without reasonable accommodation.

This is an amendment to the minimum qualification specifications for the classes CORRECTIONS RECREATION SPECIALIST I, II, III, & IV (CORRECTIONS RECR SPCLT I, II, III, IV) which were approved on December 13, 1984.

DATE APPROVED: 2/6/2014


for BARBARA A. KRIEG, Director
Department of Human Resources Development